

REPORT OF THE COMMITTEE ON INFORMATION TECHNOLOGY & AUTOMATION

**September 29, 2010
Recessed and Reconvened on October 5, 2010**

The Honorable,
The Board of Commissioners of Cook County

ATTENDANCE

Present: Chairman Beavers (1)

Absent: Vice Chairman Gorman, Commissioners Butler, Daley, Goslin, Moreno, Peraica, Schneider and Steele (8)

Ladies and Gentlemen:

Your Committee on Information Technology & Automation of the Board of Commissioners of Cook County met pursuant to notice on Wednesday, September 29, 2010 at the hour of 11:00 A.M. in the Board Room, Room 569, County Building, 118 North Clark Street, Chicago, Illinois.

The Secretary informed Chairman Beavers that a quorum was not present.

Chairman Beavers recessed the meeting to Tuesday, October 5, 2010 at 9:00 a.m.

**October 5, 2010
9:00 a.m.**

The Honorable,
The Board of Commissioners of Cook County

ATTENDANCE

Present: Chairman Beavers, Vice Chairman Gorman, Commissioners Butler, Daley, Goslin and Schneider (6)

Absent: Commissioners Moreno, Peraica and Steele (3)

Also Present: Commissioners Murphy and Silvestri; R. Steve Edmonson – Chief Information Officer, Cook County Bureau of Technology; Jaye M. Williams – Chief Financial Officer; Clem Balanoff – Deputy County Clerk

The Secretary informed Chairman Beavers that a quorum was present.

Testimony was given by R. Steve Edmonson, Chief Information Officer, Cook County Bureau of Technology, Jaye M. Williams, Chief Financial Officer and Clem Balanoff, Deputy County Clerk.

Chairman Beavers recessed the meeting to the call of the Chair.

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October 5, 2010
12:45 p.m.

The Honorable,
The Board of Commissioners of Cook County

ATTENDANCE

Present: Chairman Beavers, Vice Chairman Gorman, Commissioners Butler, Daley, Goslin, Peraica, Schneider and Steele (8)

Absent: Moreno (1)

Chairman Beavers reconvened the meeting.

Your Committee has considered the following items and, upon adoption of this report, the recommendations are as follows:

308440 CLERK OF THE CIRCUIT COURT, Dorothy A. Brown, transmitting a Communication, dated August 5, 2010:

requesting authorization for the Purchasing Agent to enter into a contract with **AMCAD, LLC**, Broadway, Virginia, for maintenance and technical support for the Imaging and Document Management System.

Reason: AmCad, LLC is currently implementing a comprehensive Imaging and Document Management System within the Office of the Clerk of the Circuit Court. The vendor has proprietary rights to the system currently in operation.

Estimated Fiscal Impact: \$189,000.00. Contract period: September 15, 2010 through September 14, 2011. (528-630 Account). Requisition No. 05281200.

Sufficient funds available in the Circuit Court Automation Fund.

The Chief Information Officer has reviewed this item and concurs with the technical aspect of this recommendation.

Vendor has met the Minority and Women Business Enterprise Ordinance.

***Referred to the Committee on Information and Technology & Automation on 09-01-10.**

Commissioner Daley, seconded by Commissioner Steele, moved to receive and file Communication No. 308440. The motion carried.

308604 AMERICAN SURVEYING & ENGINEERING, P.C. (PROPOSED CONTRACT). Transmitting a Communication, dated August 11, 2010 from R. Steve Edmonson, Chief Information Officer, transmitting a Communication:

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requesting authorization for the Purchasing Agent to enter into a contract with **AMERICAN SURVEYING & ENGINEERING, P.C.**, Chicago, Illinois, for the acquisition, establishment and maintenance of three (3) continuously operating reference stations.

Reason: The selection of a vendor based on Request for Proposal (RFP) 10-50-1048P is to acquire, establish and maintain three continuously operating referencing stations (CORS). The award is being recommended based on American Surveying & Engineering, P.C.'s technical solution and expertise of the vendor's submissions who met all of the County's specifications.

Estimated Fiscal Impact: \$ 160,000.00 (FY 2010 - \$125,000.00; FY 2011 - \$17,500.00; and FY 2012 - \$17,500.00). Contract period: November 1, 2010 through October 31, 2013. (545-260 Account). Requisition No. 05450029.

Sufficient funds are available in the Geographic Information Systems Fund.

Vendor has met the Minority and Women Business Enterprise Ordinance.

***Referred to the Committee on Information and Technology & Automation on 09-015-10.**

Commissioner Butler, seconded by Commissioner Goslin, moved the approval of Communication No. 308604. The motion carried.

308605 GARTNER, INC. (PROPSOED CONTACT). Transmitting a Communication, dated August 25, 2010 from R. Steve Edmonson, Chief Information Officer:

requesting authorization for the Purchasing Agent to enter into a contract with **GARTNER, INC.**, Fort Myers, Florida, for access to online research and consulting services.

Reason: Gartner, Inc. provides a proprietary dataquest IT Market Coverage service that other researchers can not supply. These online services provide the Bureau of Technology with access to online research covering myriad technology topics and also addresses how technology is applied in all areas of the County's business.

Estimated Fiscal Impact: \$330,000.00 (FY 2010 - \$200,000.00; and FY 2011 - \$130,000.00). Contract period: October 1, 2010 through September 30, 2012. (009-260 Account). Requisition No. 10090004.

Approval of this item would commit Fiscal Year 2011 funds.

***Referred to the Committee on Information and Technology & Automation on 09-015-10.**

Commissioner Butler, seconded by Commissioner Daley, moved to approve Communication No. 308605.

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Amendment to Communication No. 308605

SPONSORED BY: WILLIAM M. BEAVERS, County Commissioner

Transmitting a Communication from

R. STEVE EDMONSON, Chief Information Officer, Bureau of Technology

requesting authorization for the Purchasing Agent to enter into a contract with Gartner, Inc., Fort Myers, Florida, for access to online research and consulting services.

Reason: Gartner, Inc. provides a proprietary Dataquest IT Market Coverage service that other researchers can not supply. These online consulting services provide the Bureau of Technology with access to online research covering myriad technology topics unified telecommunication benchmarking analysis and also addresses how this technology is can be applied in all areas of the County's business.

Estimated Fiscal Impact: ~~\$330,000.00~~ \$200,000.00 (FY 2010 - \$200,000.00; and FY 2011 - \$130,000.00). Contract period: October 1, 2010 through September 30, 2012. (009-260 Account). Requisition No. 10090004.

Commissioner Butler, seconded by Commissioner Daley, moved to accept the amendment to Communication No. 308605. The motion carried.

Commissioner Butler, seconded by Commissioner Schneider, moved the approval of Communication No. 308605 as amended. The motion carried. Commissioner Daley voted no.

308607 ELECTION DATA SERVICES, INC. (PROPOSED CONTRACT). Transmitting a Communication, dated August 18, 2010 from David Orr, County Clerk by Clem Balanoff, Deputy County Clerk:

requesting authorization for the Purchasing Agent to enter into a contract with **ELECTION DATA SERVICES, INC.**, Manassas, Virginia, for redistricting and re-precincting services.

Reason: Election Data Services, Inc. is the only vendor who has technical expertise in elections redistricting with the resources and capacity to perform the following services for the County Clerk's Election Division: integrate updated U.S Census (TIGER) file with Clerk's system, compare new Census files against the County's Geographic Information System (GIS) files, document differences in street names and addresses; match Clerk's voter registration file against latest Census file, cross-check and validate precinct assignments; convert final boundary files for post-re-districting precinct assignment; determine targeted areas and precincts for bi-lingual balloting; analyze the final voter address; and precinct assignment in the Clerk's Voter Registration Management System for accuracy.

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Estimated Fiscal Impact: \$198,000.00. Contract period: December 4², 2010 through June 30, 2013. (524-260 Account). Requisition No. 15240006.

Sufficient funds are available in the County Clerk Election Division Fund.

The Purchasing Agent concurs.

Vendor has met the Minority and Women Business Enterprise Ordinance.

***Referred to the Committee on Information and Technology & Automation on 09-015-10.**

Commissioner Daley, seconded by Commissioner Steele, moved to approve Communication No. 308607.

Amendment to Communication No. 308607

Meeting Date: Wednesday, September 15, 2010 10:00 AM

Record #: 3805

Bureau: Office of the County Clerk

Department: N/A

Business Type: Transfer of Funds

Description: Transfer for ITSM

Agenda Item Body: Transmitting a Communication, dated August 12, 2010 from

DAVID ORR, County Clerk
by
CLEM BALANOFF, Deputy County Clerk

requesting approval by the Board of Commissioners to transfer funds totaling ~~\$500,000.00~~ \$50,000.00 from Account 524-240 Printing and Publishing to Account 524-260, Professional and Managerial Services for IT support and project management services for the Clerk's Office. (See related Item #43).

From Account 524-240 Printing and Publishing

Total ~~\$500,000.00~~ \$50,000.00

To Account 524-260 Professional Managerial Services

Total ~~\$500,000.00~~ \$50,000.00

1. On what date did it become apparent that the receiving account would require an infusion of funds in order to meet current obligations? What was the balance in the account on that date, and what was the balance 30 days prior to that date?

The need for a transfer of funds became apparent during April of this year. The account balance on April 12, 2010 was \$416,116.00. This amount was unchanged from the balance 30 days prior to that date. However, it was determined that increased funds would be required for Information Technology Services Management before the end of the fiscal year.

2. How was the account used for the source of transferred funds identified? List any other accounts that were also considered (but not used) as the source of the transferred funds.

More printed items were returned in the Voting Supply Carriers from Election Day than anticipated thereby reducing printing costs.

3. Identify any projects, purchases, programs, contracts, or other obligations that will be deferred, delayed, or canceled as a result of the reduction in available spending authority that will result in the account that funds are transferred from Account 524-240 Printing and Publishing.

None.

4. If the answer to the above question is "none" then please explain why this account was originally budgeted in a manner that caused an unobligated surplus to develop at this point in the fiscal year.

The budget provided for more reprinting of election materials than were ultimately required.

Commissioner Daley, seconded by Commissioner Steele, moved to accept the amendment to Communication No. 308607. The motion carried.

Commissioner Daley, seconded by Commissioner Steele, moved to approve as amended Communication No. 308607. The motion carried.

NOTE: This Item was further amended at the October 5, 2010 Board Meeting. Please see the Post Board Agenda at:

**<http://www.cookcountyclerk.com/countyboard/boardmeetings/Pages/default.aspx>
or see the Journal of Proceedings for the meeting of October 5, 2010.**

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308609 MAJOR SCALE TECHNOLOGY MANAGEMENT (PROPOSED CONTRACT ADDENDUM). Transmitting a Communication, dated August 25, 2010 from David Orr, Cook County Clerk by Clem Balanoff, Deputy County Clerk:

requesting authorization for the Purchasing Agent to amend, increase by \$900,000.00 and extend from October 15, 2010 through December 31, 2012, Contract No. 08-41-192 with **MAJOR SCALE TECHNOLOGY MANAGEMENT**, Chicago, Illinois, for information technology services management (ITMS). (See related Item #44).

Board approved amount 03-18-08:	\$1,500,000.00
Increase requested:	<u>900,450,000.00</u>
Adjusted amount:	<u>\$2,41,900,000.00</u>

Reason: In August 2010, the County Clerk Election Division issued a Request for Qualifications (RFQ) for information technology services management, and Major Scale Technology Management was the only qualified respondent. The negotiated increase in Major Scale Technology Management's contract includes provisions for the following RFQ qualifications: Election Technology Consultation and Sequoia Voting Systems Contract Management, Election Technology Consultation and Election Software and Systems Contract Management, Web-Based Application Infrastructure Project, Technology and Application Support Infrastructure Analysis and Possible Implementation, Information Technology Services Contract Management and Forensic Analysis Contract Management.

Estimated Fiscal Impact: \$900,000.00 [FY 2010 - \$800,000.00 - (524-260 Account); and FY 2011 - \$100,000.00 - (533-260 Account)]. Contract extension: October 15, 2010 through December 31, 2012. Requisition Nos. 05240001 and 15330002.

Sufficient funds are available in the County Clerk Election Division Fund and in the County Clerk Automation Fund.

The Chief Information Officer has reviewed this item and concurs with this recommendation.

Vendor has met the Minority and Women Business Enterprise Ordinance.

***Referred to the Committee on Information and Technology & Automation on 09-015-10.**

Commissioner Daley, seconded by Commissioner Steele, moved to approve Communication No. 308609.

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Amendment to Communication No. 308609

Meeting Date: Wednesday, September 15, 2010 10:00 AM
Record #: 3843
Bureau: Office of the County Clerk
Department: N/A
Business Type: Proposed Contract Addendum
Description: Major Scale Contract
Agenda Item: Transmitting a Communication, dated August 25, 2010 from
Body: DAVID ORR, County Clerk
by
CLEM BALANOFF, Deputy Clerk

requesting authorization for the Purchasing Agent to amend, increase by \$~~900~~ 450,000.00 and extend from October 15, 2010 through ~~December~~ October 31, ~~2012~~ 2011, Contract No. 08-41-192 with Major Scale Technology Management, Chicago, Illinois, for information technology services management (ITMS). (See related Item #44).

Board approved amount 03-18-08:	-\$1,500,000.00	\$1,500,000.00
Increase requested:	<u>900,000.00</u>	<u>450,000.00</u>
Adjusted amount:	<u>\$2,400,000.00</u>	<u>1,950,000.00</u>

Reason: In August 2010, the County Clerk Election Division issued a Request for Qualifications (RFQ) for information technology services management, and Major Scale Technology Management was the only qualified respondent. The negotiated increase in Major Scale Technology Management's contract includes provisions for the following RFQ qualifications: Election Technology Consultation and Sequoia Voting Systems Contract Management, Election Technology Consultation and Election Software and Systems Contract Management, Web-Based Application Infrastructure Project, Technology and Application Support Infrastructure Analysis and Possible Implementation, Information Technology Services Contract Management and Forensic Analysis Contract Management.

Estimated Fiscal Impact: \$~~900~~ 450,000.00 [FY 2010 - \$~~800~~ 350,000.00 - (524-260 Account); and FY 2011 - \$100,000.00 - (533-260 Account)].
Contract extension: October 15, 2010 through ~~December~~ October 31, ~~2012~~ 2011. Requisition Nos. 05240001 and 15330002.
Sufficient funds are available in the County Clerk Election Division Fund and in the County Clerk Automation Fund.

Commissioner Daley, seconded by Commissioner Peraica, moved to accept the amendment to Communication No. 308609. The motion carried.

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Commissioner Daley, seconded by Commissioner Steele, moved to approve Communication No. 308609 as amended. The motion carried.

308610 OFFICE OF THE COUNTY CLERK – TRANSFER OF FUNDS. Transmitting a Communication, dated August 12, 2010 from David Orr, County Clerk by Clem Balanoff, Deputy County Clerk:

requesting approval by the Board of Commissioners to transfer funds totaling \$500,000.00 from Account 524-240 Printing and Publishing to Account 524-260, Professional and Managerial Services for IT support and project management services for the Clerk's Office. (See related Item #43).

Transfer of Funds from Account 524-240	Total	\$500,000.00
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Transfer of Funds to Account 524-260	Total	\$500,000.00
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1. On what date did it become apparent that the receiving account would require an infusion of funds in order to meet current obligations? What was the balance in the account on that date, and what was the balance 30 days prior to that date?

The need for a transfer of funds became apparent during April of this year. The account balance on April 12, 2010 was \$416,116.00. This amount was unchanged from the balance 30 days prior to that date. However, it was determined that increased funds would be required for Information Technology Services Management before the end of the fiscal year.

2. How was the account used for the source of transferred funds identified? List any other accounts that were also considered (but not used) as the source of the transferred funds.

More printed items were returned in the Voting Supply Carriers from Election Day than anticipated thereby reducing printing costs.

3. Identify any projects, purchases, programs, contracts, or other obligations that will be deferred, delayed, or canceled as a result of the reduction in available spending authority that will result in the account that funds are transferred from Account 524-240 Printing and Publishing.

None.

4. If the answer to the above question is "none" then please explain why this account was originally budgeted in a manner that caused an unobligated surplus to develop at this point in the fiscal year.

The budget provided for more reprinting of election materials than were ultimately required.

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***Referred to the Committee on Information and Technology & Automation on 09-015-10.**

Commissioner Daley, seconded by Commissioner Steele, moved to receive and file Communication No. 308610. The motion carried.

NOTE: This Item was further amended at the October 5, 2010 Board Meeting. Please see the Post Board Agenda at:

<http://www.cookcountyclerk.com/countyboard/boardmeetings/Pages/default.aspx>
or see the Journal of Proceedings for the meeting of October 5, 2010.

Commissioner Daley moved to adjourn the meeting, seconded by Commissioner Steele. The motion carried and the meeting was adjourned.

**YOUR COMMITTEE RECOMMENDS THE FOLLOWING ACTIONS
WITH REGARD TO THE MATTER NAMED HEREIN:**

Communication Number 308440	Receive and File
Communication Number 308604	Approve
Communication Number 308605	Approve as Amended
Communication Number 308607	Approve as Amended
Communication Number 308609	Approve as Amended
Communication Number 308610	Receive and File

Note: Communication No. 308607 and Communication No. 308610 were subsequently amended at the Cook County Board Meeting of 10-05-10.

Respectfully submitted,
Committee on Information Technology &
Automation

William M. Beavers, Chairman

Attest:

Matthew B. DeLeon, Secretary

*The audio recording for this meeting is available from the Office of the Secretary to the Board, 118 North Clark Street, Room 567, Chicago, IL 60602.